

GENERAL SERVICES ADMINISTRATION

Federal Supply Service | Authorized Federal Supply Schedule Price List



GENEVA WORLDWIDE

Translation • Interpreting • Transcription

www.genevaworldwide.com

256 West 38th Street, 10th FL | New York, NY 10018

Toll Free: (877) GO-GENEVA | Phone: (212) 255-8400

Contract Administrator: Craig Buckstein, cbuckstein@genevaworldwide.com

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA *Advantage!*[™], a menu-driven database system. The Internet address for GSA *Advantage!*[™] is: <http://www.GSAAdvantage.gov>

Language Services | Federal Supply Group 738 II | Contract No. GS-10F-0109P

SIN 382-1 & 382-1RC Translation Services | SIN 382-2 & 382-2RC Interpretation Services

Business Size/Status: Small | Contract Period 12/5/2003 – 12/4/2018

Pricelist current through modification PS-0022, dated 4/21/2014



GENERAL CONTRACT INFORMATION

1a. Table of Awarded Special Item Numbers (SINs), with reference to page number:

| Special Item Number | Description | Price List Page |
|---------------------|-------------------------|-----------------|
| 382-1/382-1RC | Translation Services | 5 |
| 382-2/382-2RC | Interpretation Services | 5 |

| | | |
|-------------|---|--|
| 1b. | Lowest Price Model Number and Lowest Price: | Please refer to rates on page 6 |
| 2. | Maximum Order: | \$1,000,000 |
| 3. | Minimum Order: | \$100 |
| 4. | Geographic Coverage: | Domestic and overseas |
| 5. | Point(s) of Production: | Not applicable |
| 6. | Discount from List Price: | All prices herein are Net |
| 7. | Quantity Discounts: | Please refer to rates on page X |
| 8. | Prompt Payment Terms: | Net 30 days |
| 9a. | Government Purchase Card is accepted at or below the micro-purchase threshold. | |
| 9b. | Government Purchase Card is accepted above the micro-purchase threshold. | |
| 10. | Foreign Items: | None |
| 11a. | Time of Delivery: | To be negotiated with ordering Agency |
| 11b. | Expedited Delivery: | To be negotiated with ordering Agency |
| 11c. | Overnight and Two Day Delivery: | To be negotiated with ordering Agency |
| 11d. | Urgent Requirement: | To be negotiated with ordering Agency |
| 12. | F.O.B. Point(s): | Destination |
| 13a. | Ordering Address: | Geneva Worldwide, Inc. Attn: Craig Buckstein/GSA Orders 256 West 38 th Street, 10 th Floor New York, NY 10018 |
| 13b. | For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), are found in Federal Acquisition Regulation (FAR) 8.405-3. | |
| 14. | Payment Address: | Geneva Worldwide, Inc. Attn: Craig Buckstein/GSA Orders 256 West 38 th Street, 10 th Floor New York, NY 10018 |

| | | |
|-------------|---|---|
| 15. | Warranty Provision: | Contractor's standard commercial warranty applies |
| 16. | Export Packing Charges: | Not applicable |
| 17. | Terms & Conditions of Government Purchase Card Acceptance: | Contact Contract Administrator |
| 18. | Terms and conditions of rental, maintenance, and repair: | Not applicable |
| 19. | Terms and conditions of installation (if Applicable): | Not applicable |
| 20. | Terms and conditions of repair parts indicating date of parts, price lists, and any discounts from list prices: | Not applicable |
| 20a. | Terms and conditions for any other services (if applicable): | Not applicable |
| 21. | List of service and distribution points (if applicable): | Not applicable |
| 22. | List of participating dealers (if applicable): | Not applicable |
| 23. | Preventive maintenance (if applicable): | Not applicable |
| 24a. | Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): | Participates in recycling |
| 24b. | Section 508 compliance: | Not applicable |
| 25. | Data Universal Number System (DUNS) Number: | 9493664 |
| 26. | Geneva Worldwide, Inc is registered in the System for Award Management (SAM) database. | |
| 27. | Service Contract Act: | |

| SCA Matrix | | |
|-----------------------------|-------------------------------------|-----------|
| SCA Eligible Labor Category | SCA Equivalent Code - Title | WD Number |
| Translation Services | 30110 – Foreign Language Translator | 1987-0989 |
| Interpretation Services | 30130 – Interpreter (Sign Language) | 1988-0742 |

The SCA is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices offered are based on the preponderance of where work is

performed and should the Contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

SPECIAL ITEM NUMBERS (SINS) DESCRIPTIONS

SIN 382-1 Translation Services

TRANSLATION SERVICES – Geneva Worldwide, Inc. provides written translation services from source documents in print, electronic, or multi-media formats. Our linguists translate from English to foreign, and foreign to English. Geneva Worldwide’s areas of expertise include business correspondence, legal, medical, technical, social services, military, and marketing. We have experienced desktop publishers available for specialized formatting requirements as well as website localization, video subtitling, captioning and text adaptation experts. Our translation process is three steps: translation, editing and proofreading. Our project managers perform the third step, and ensure that all client requirements are met accordingly. Services are provided in over 100 languages.

Our translation linguists are required to have five years of experience performing written translation services in their designated area of expertise. Experience can be substituted for an undergraduate degree in linguistics or related field. Certifications are equivalent to two years of experience and can also be used as a substitution. Translation linguists must be a native speaker of the target language, and have knowledge and comfort with culturally sensitive cues.

We also provide transcription services and Title III monitoring in the business correspondence, legal, medical, technical, social services, military, and marketing fields. Transcription services are provided in English to English, English to foreign, and foreign to English language pairs. Audio can be submitted to our office via mail, email, or secure FTP portal. Transcriptionists are required to have two years of experience performing transcription work. A court certification can be utilized to satisfy this requirement. Transcription services are provided in over 100 languages.

SIN 382-2 Interpreting Services

INTERPRETATION SERVICES – Geneva Worldwide, Inc. provides in person (consecutive, simultaneous, escort, whisper, voiceover) interpreting, telephonic interpreting, and video remote interpreting services in business correspondence, legal, medical, technical, social services, military, and marketing areas of expertise. In person interpreters are scheduled from our home office in Manhattan but reside locally in relation to the location of the assignment. Telephonic interpreting services and video remote interpreting services as well as voiceover recordings are performed remotely. Geneva Worldwide, Inc. can provide equipment for simultaneous, telephonic, and video remote interpreting services.

All interpreters are required to have native fluency in the language, along with two years of professional experience. Experience may be substituted with an undergraduate degree in linguistics or related field specific to the area of expertise. Additionally, certifications can substitute for one year of experience. Interpreters must also have knowledge and comfort with culturally sensitive cues, sufficient self awareness as to not impose his or her own thoughts on a party, and professionalism to understand professional boundaries during the interpreting session. Interpreting services is offered in over 150 languages.

SERVICE RATES

| GSA PRICE LIST (SIN 382-1): TRANSLATION SERVICES | | |
|--|--------------|----------------------|
| Skill Categories | Price | Unit of Issue |
| Spanish, French, German, Italian, Portuguese | \$0.20 | Word |
| Hebrew, Dutch, Polish, Danish, Norwegian, Russian, Ukrainian, Flemish, Romanian, Albanian, Greek and other European Languages | \$0.24 | Word |
| Latvian, Japanese, Farsi, Chinese, Vietnamese, Korean, Arabic, Laotian, Czech, all Indian languages, Cambodian, Turkish, Thai and other Asian and Middle Eastern Languages | \$0.25 | Word |
| African (all dialects) and languages of limited diffusion. | \$0.26 | Word |
| Volume Discounts: \$.02 per word discount; \$.04 per word discount for volumes of 15,0001 - 30,000 words; \$.05 per word discount for volumes over 30,000 words | | |

| GSA PRICE LIST (SIN 382-1): TRANSCRIPTION SERVICES** | | |
|---|--------------|----------------------|
| Skill Categories | Price | Unit of Issue |
| English to Foreign Language | \$33.85 | Hour |
| Foreign Language to English | \$53.75 | Hour |
| ** Does not include transcription services. Transcription services are an additional 10% charge. | | |
| Volume Discounts: \$.02 per word discount; \$.04 per word discount for volumes of 15,0001 - 30,000 words; \$.05 per word discount for volumes over 30,000 words | | |

| GSA PRICE LIST (SIN 382-2): TELEPHONIC INTERPRETATION SERVICES | | |
|---|--------------|----------------------|
| Skill Categories | Price | Unit of Issue |
| Scheduled over-the-phone interpreters | \$1.21 | Word |
| Scheduled over-the-phone interpreters | \$118.50 | Hour |
| Unscheduled over-the-phone interpreters | \$1.25 | Word |
| Unscheduled over-the-phone interpreters | \$148.13 | Hour |

| GSA PRICE LIST (SIN 832-2): IN PERSON INTERPRETATION SERVICES | | |
|---|--------------|----------------------|
| Consecutive | Price | Unit of Issue |
| Spanish, French, German, Italian, Portuguese, Hebrew, Dutch, Polish, Danish, Norwegian, Russian, Ukrainian, Flemish, Romanian, Albanian, Greek and other European Languages | \$65.74 | Hour |
| Latvian, Japanese, Farsi, Chinese (all dialects), Vietnamese, Korean, Arabic, Laotian, Czech, all Indian languages, Cambodian, Turkish, Thai, African (all dialects) and other Asian, Middle Eastern and African Languages. | \$77.38 | Hour |
| American Sign Language | \$79.45 | Hour |
| Simultaneous (Conference/Court) (2 hour minimum) | Price | Unit of Issue |
| All Languages | \$92.77 | Hour |